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Ontario Department of Education

# GENERAL ANNOUNCEMENT

OF

# Summer Courses 1936

PRINTED BY ORDER OF
LEGISLATIVE ASSEMBLY OF ONTARIO

ONTARIO

ONTARIO
TRAINING COLLEGE
FOR
TECHNICAL TEACHERS

TORONTO
Printed and Published by T. E. Bowman, Printer to the King's Most Excellent Majesty
1936

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## PART I

### Summer Courses For Teachers

| | |
|---|---|
| Agriculture | Health |
| Art | Household Science |
| Auxiliary Classes | Kindergarten-Primary |
| Commercial Subjects | Manual Training |
| Education | Physical Training |
| Farm Mechanics | Vocal and Orchestral Music |
| French | |

1. For teachers who wish to complete their academic standing for First Class Certificates.
2. For High School Assistant's Certificate.
3. Refresher Courses for teachers of Science in Continuation Schools and smaller High Schools.
4. Vocational Subjects.
5. Vocational Guidance.

The Summer Courses are conducted by the Department of Education for the benefit of teachers who desire to spend a part of their summer vacation in an effort to improve their academic and professional standing and thus to become more efficient in carrying on with a modernized curriculum. That the teachers fully appreciate this opportunity is shown by the great increase in attendance from year to year. In 1935 the registered attendance was almost 3,334.

A fee of ten dollars will be charged for admission to any of the courses. This fee will be payable at the opening of the course to the Principal in charge.

The allowance of one dollar per day, formerly given to teachers in attendance who served overseas during the Great War, is discontinued.

# GENERAL ANNOUNCEMENT

## OF SUMMER COURSES FOR TEACHERS

1936

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## PART I

### COURSES AND CENTRES

1. If a sufficient number of duly qualified teachers apply for admission, the following Courses will be provided from July 6th to August 7th:—

A. By the Department of Education in co-operation with—

(1) The Ontario Department of Agriculture, leading to certificates as follows:

(i) Elementary in Agriculture at Guelph and Kemptville.
(ii) Intermediate in Agriculture at Guelph.
(iii) Specialist in Agriculture at Guelph.
(vi) Farm Mechanics at Guelph.

(2) The Ontario College of Art, Toronto, leading to certificate as follows:

(i) Elementary.
(ii) Supervisor.
(iii) Specialist.

B. By the Department of Education itself, leading to certificates as follows:

(a) Auxiliary Class teacher—at Toronto. (Jr. Vocational School).
(b) Commercial—1, Elementary; 2, Specialist—at Toronto.
(c) Education—at North Bay, Kingston, Toronto and London.
(d) Health Teaching—at Toronto.
(e) High School Assistants—at Toronto.
(f) Household Science (Elementary)—at Hamilton.
(g) Kindergarten-Primary—at London, Toronto and Ottawa.
(h) Manual Training—1, Elementary; 2, Specialist—at Hamilton.
(i) Oral French—at Quebec. July 27 to August 21. See page 7.
(j) Physical Training—1, Elementary; 2, Supervisor; 3, Specialist—at Geneva Park, Lake Couchiching.
(k) Science Refresher—at Toronto. July 27 to August 21.
(l) Upper School Subjects—See section C, page 7.
(m) Vocational Guidance and Subjects—at Hamilton. See page 18.
(n) Vocal and Orchestral Music—1, Elementary; 2, Supervisor—at Toronto; Vocal Music at London.

NOTE—Owing to a recent change in regulation, it is not now necessary for male teachers to hold a Cadet Instructor's certificate in order to obtain a Supervisor's or Specialist's certificate in Physical Training. Those desiring information regarding a Cadet Instructor's course should apply to Col. W. A. McCrimmon, 185 Spadina Avenue, Toronto, or to Prof. W. T. MacClement, Queen's University, Kingston, Ontario.

## C. UPPER SCHOOL COURSES

The Department of Education will provide Upper School courses as follows:

(a) Upper School subjects—Science, History, Latin and French—at Ottawa, Windsor and Port Arthur.

(b) Upper School subjects—English and Mathematics—at Kingston, Toronto, London and North Bay.

## D. COURSE IN ORAL FRENCH (July 27th to August 21st)

This course is provided to enable teachers of French to improve themselves in French pronunciation, conversation and composition, as well as in methods of teaching the subject. The examination at the conclusion of the course is optional. Candidates who are successful in passing the examinations will be granted a certificate of standing. This year the course will be held in the city of Quebec from July 27th to August 21st. Arrangements will be made for board and lodging in the Sillery Academy for the lady teachers who attend. Suitable arrangements will also be made for the male teachers in attendance. A circular giving details regarding these arrangements and the organization of the course may be obtained on application to the Director of Summer Courses.

This is a very interesting and profitable course for teachers of French. The High School and Continuation School Inspectors state that improvement in the teaching of French in the secondary schools is apparent in all cases where teachers have taken the Summer Course in Oral French, and that the value of this course to the teachers and schools cannot be overestimated.

## E. REFRESHER COURSES IN SCIENCE (July 27th to August 21st)

At the Ontario College of Education there will be a course in Lower School Biology and Middle School Chemistry each forenoon from 9 to 12 o'clock, and a course in Physics each afternoon from 2 to 4 o'clock. All courses will consist of lectures and experimental work. These courses are intended chiefly for teachers of Science in Continuation Schools and the smaller High Schools.

## F. HEALTH TEACHING

It is the hope of the Department that this Course will fill an evident need. The rapidly changing conception of the place of the school and the school teacher in securing and maintaining maximum health in the community has led to the necessity for not only modification of the method of presentation of the subject, but also for a revision of our ideas as to what is scientifically acceptable to the health authorities. Newer knowledge and approved teaching practices will form the keynote of the curriculum. The Course will make provision for both formal and informal discussion; demonstrations of the use of acceptable devices and aids and observation; visits to appropriate places of interest. A Departmental Certificate will be issued to each teacher who attends and successfully completes the Course.

## 2. QUALIFICATIONS FOR ADMISSION

The following are the qualifications for admission to the different courses:

(a) **Teachers-in-Training** at the Provincial Normal Schools and the Ontario College of Education are eligible for admission to any of the Summer Courses for which they are otherwise qualified.

(b) **Agriculture:**

(1) For the **Elementary** Certificate.

To this course may be admitted applicants who hold professional certificates qualifying them to teach in the schools of the Ontario Provincial System. Teacher may be granted Interim Elementary Certificates in Agriculture on the completion of two Summer Courses in Agriculture or on the completion of the following courses:

(i) The Lower School or Middle School course in Agriculture, followed by a course at a Normal School and one Summer Session in Agriculture. Only those who have taken the Lower School or Middle School course by actually attending a school in which Agriculture is taught in accordance with the High School Regulations and approved by the Department Inspector of Agriculture and Horticulture will be granted exemption from one Summer Course. The Winter Reading Course is required of all candidates who are completing the requirements for the Elementary certificate in Agriculture and Horticulture by attendance at one Summer Session.

(ii) The Lower and Middle School courses in Agriculture, followed by a course at a Normal School. Only those who have taken the Lower and Middle School courses by actually attending a school in which Agriculture is taught in accordance with the Regulations and approved by the Departmental Inspector of Agriculture and Horticulture will be entitled to an Elementary certificate in Agriculture.

When teachers make application for an Elementary Certificate in Agriculture under Section (ii) above, they should forward with their applications their Lower and Middle School certificates, showing their standing in Agriculture, also a statement from the Principal of the School in which they took the course, certifying that they have complied with the requirements of Sections (i) and (ii) above. When applying for exemption from one Summer Course under Section (i) above they should submit with their applications their Lower or Middle School certificate, showing their standing in Agriculture, also a statement from the Principal of the School in which they took the course, certifying to the completion of the prescribed course in Agriculture.

NOTE—Teachers who hold certificates of having passed the complete examination in Agriculture of the Lower and Middle School in 1928 or prior thereto, may, on application accompanied by their certificates, be granted Interim Elementary certificates in Agriculture. Those who in 1928 or prior thereto had passed either the Lower School or the Middle School examinations in Agriculture, but not both, may fulfil the requirements for the Elementary Certificate in Agriculture by completing one Summer Session.

(2) For the **Intermediate** Certificate.

To the course for the Intermediate certificate in Agriculture may be admitted Public and Separate School Inspectors, Normal School Masters,

and other applicants who hold professional certificates qualifying them to teach in High or Continuation Schools and whose academic preparation has included a competent knowledge of Science. The minimum requirement in Science is a First Class certificate with Biology and either Physics or Chemistry of the Upper School; or a First Class certificate with Biology of the Upper School and at least two years of experience in teaching Middle School Chemistry and Physics in a Continuation School. The equivalent of Biology and either Physics or Chemistry of the Upper School taken at University will be acceptable.

(3) For the **Farm Mechanics** Certificate.

To the course in Farm Mechanics may be admitted applicants who hold or are in course of preparation for an Intermediate certificate in Agriculture.

(4) For the **Specialist's** Certificate.

To the course for the Specialist's certificate in Agriculture may be admitted:

(i) Teachers holding a Specialist's certificate in Science, and also an Intermediate certificate in Agriculture (including a course in Farm Mechanics).

(ii) Teachers who hold a High School Assistant's certificate and a degree in Arts from a British University on courses approved by the Department of Education, and who, in addition, have had at least five years' successful experience as teachers of Science in the Lower and Middle Schools or in the Lower and Upper Schools of a High or Continuation School, including at least two years' successful experience in teaching Agriculture in one of such schools.

**(c) Art.**

(1) **Elementary Certificate**—To this course may be admitted those who hold certificates qualifying them to teach in the schools of the Ontario Provincial system.

(2) **Supervisor's** or **Specialist's** Certificate. To this course may be admitted those holding First or Second Class or High School Assistant's certificates, and who also hold the Elementary Certificate.

**(d) Auxiliary Classes.**

Should sufficient numbers apply, three separate, though partially articulated, courses will be given this year. Certificates obtained in these courses are accepted as qualifications for permanent teaching certificates.

**Course I—**

For teachers who wish to qualify for positions with regular auxiliary training and promotion classes.

The requirements for admission are—Normal School graduation and three years' successful teaching experience in Ontario. Courses will be given in special psychology, intelligence testing, special methodology and craft work. Texts used are "Training Handicapped Children," Ryerson Press; "The Measurement of Intelligence," by Terman; Testing Material.

**Course II—**

For teachers who wish to qualify for positions in Special Schools for Senior Boys and Girls.

The requirements for admission are a First Class Professional Certificate and three years' successful teaching experience in Ontario, or an Ordinary Vocational Teaching Certificate. Courses will comprise special psychology, intelligence testing, methodology and the training of adolescents. Texts are the same as in Course I.

**Course III—**

For teachers in rural and urban centres who, while not desirous of qualifying for positions in regular auxiliary classes or schools, wish to better equip themselves for dealing with problems which arise in the classroom through the presence of physically handicapped, mentally handicapped or behavior case children. No special qualifications are required for admission. Courses will be given in special psychology, intelligence testing, methods of dealing with mentally retarded, behavior case, sight defective, speech defective, hard of hearing and crippled children. Texts are th same as in Courses I and II. Course III will not entitle an otherwise unqualified person to teach in the public or separate schools of the Province. Surveys recently conducted among the schools of several rural inspectorates show that many teachers are confronted by special classroom problems and could profit by instruction given in this general course.

**(e) Commercial Subjects.**

(1) **Elementary Certificate.**—To this course may be admitted teachers who hold First or Second Class certificates.

(2) **Specialist** Certificate.—To this course may be admitted applicants who now hold certificates qualifying them to teach in the High Schools.

(3) Instruction in Methods.—A course in methods of teaching Commercial subjects will be provided for Commercial teachers.

NOTE—Complete details regarding the Summer Courses leading to the Elementary and Specialist certificates in Commercial subjects may be had on application to the Department.

**(f) Education.**

A course in Educational Psychology, History of Education, School Administration, and Special Methodology for teachers holding Interim First Class certificates and having at least two years' teaching experience. This course is one of the essential requirements for the Permanent First Class certificate, and may be taken either before or after the University requirements for this certificate are completed.

**(g) Health Teaching.**

To this course may be admitted persons holding teachers' certificates qualifying them to teach in the schools of the Ontario Provincial system. See page 7F.

**(h) High School Assistant's Course.**

To the Summer Course for the High School Assistant's certificate may be admitted teachers who have completed their academic standing for admission to the Ontario College of Education and (1) who hold a First Class

certificate issued on the completion of one session of attendance at an Ontario Normal school, and who have had at least three years of successful teaching experience in the Public, Separate or Continuation Schools of Ontario; or (2) who hold a Permanent Second Class certificate issued after the completion of one session of attendance at an Ontario Normal School, and who have had at least six years of successful teaching experience in the Public or Separate Schools of Ontario; or (3) who hold a Permanent Second Class certificate issued on the completion of a second session of attendance at an Ontario Normal School.

NOTE 1—Candidates who have been duly admitted to the Summer Session for the High School Assistant's certificate, who attend throughout the session, and who successfully pass the examinations at the close of the session may be granted by the Minister a Provisional Certificate to teach as a High School Assistant during the ensuing school year.

NOTE 2—A candidate who is otherwise qualified and who holds a Permanent First-Class Certificate issued on the completion of a second session of attendance at a Provincial Normal School may be admitted to the final examinations of the High School Assistants' Course without further attendance.

NOTE 3—All other candidates who are otherwise qualified, and who hold Permanent or Interim First- or Second-Class Certificates, are required to attend the High School Assistants' Course of the Ontario College of Education from January to June before they are admitted to the final examinations of the High School Assistants' Course.

NOTE 4—Candidates who are otherwise qualified, who present evidence of professional training in other provinces or countries, may be admitted to the final examinations for the High School Assistants' Certificate with such attendance as the Minister in the light of the evidence may require.

**(i) Household Science.**

To the course for the Elementary Certificate in Household Science may be admitted teachers who hold at least a second-class certificate. See page 22.

NOTE—The Summer courses in Household Science and Manual Training are provided to qualify for the teaching of these subjects in rural schools and the Elementary certificates granted are valid in rural schools only. But, owing to the fact that holders of the Elementary certificates in Household Science and Manual Training may be now admitted in January instead of the previous October, to the one-year Courses leading to the Intermediate (formerly Ordinary) certificate, valid in urban schools, teachers from urban schools will be eligible to attend the Summer Courses leading to the Elementary certificate.

**(j) Manual Training.**

(1) For the **Elementary** Certificate.—To this course may be admitted teachers who hold at least a Second Class certificate.

(2) For the **Specialist's** Certificate.—To this course may be admitted teachers holding an Intermediate (formerly Ordinary) Manual Training certificate. (See also page 22 of this announcement.)

**(k) Kindergarten-Primary.**

To this course may be admitted applicants who hold at least Second Class certificates and who give proof that they are able to sing and play simple airs at sight on the piano or organ.

**(l) Oral French.**

To this course may be admitted the holders of professional certificates qualifying them to teach in the schools of the Ontario Provincial system, whose academic preparation has fitted them to teach French. The course is

intended more particularly for the teachers of French in the Continuation Schools, High Schools and Collegiate Institutes of the Province. (For details of this Course, see page 7D).

**(m) Physical Culture.**

(1) For the **Elementary** Certificate.—To this course may be admitted applicants who hold certificates qualifying them to teach in the schools of the Ontario Provincial system.

(2) For the **Supervisor's** Certificate.—To this course may be admitted teachers holding a First or Second Class certificate, who also hold the elementary certificate.

(3) For the **Specialist's** Certificate.—To this course may be admitted teachers holding a High School Assistant's certificate, who also hold the Elementary certificate and who comply with the requirements of (a) or (b) below:

(a) Applicants for admission to specialist course, who have just completed the elementary course at the Ontario College of Education must have obtained 70% in the final examinations.

(b) Applicants for admission to the specialist course, who have been graduated for one year or more, thereby having possibly gained in teaching experience, and improved in practical skill, are required to pass qualifying tests given during the first week of the course, before being finally admitted.

NOTE—Women teachers should see Section (e) page 14, for equipment required for this Summer Course.

**(n) Refresher Courses in Science.**

To these Courses may be admitted teachers of Science in the Continuation Schools, High Schools, Collegiate Institutes and Normal Schools of the Province. (For details of this course, see page 7E).

**(o) Upper School Subjects.**

To the Upper School Courses for entrance to the Normal Schools may be admitted applicants who hold professional certificates, qualifying them to teach in the schools of Ontario. (See page 7C).

**(p) Vocal and Orchestral Music.**

(1) For the **Elementary** Certificate.—To this course may be admitted applicants who hold certificates qualifying them to teach in the schools of the Ontario Provincial system.

(2) For the **Supervisor's** Certificate.—To this course may be admitted teachers who hold First or Second Class certificates, and who hold the Elementary certificate.

(3) For the **Specialist's** Certificate.—To this course may be admitted applicants who hold certificates qualifying them to teach in the High Schools, and who hold the Elementary certificate.

(4) Applicants who do not hold the qualifications prescribed above but whose academic and professional qualifications are satisfactory to the Minister, may be admitted to the courses in Vocal Music.

NOTE—A syllabus, giving details regarding the Summer Course in Vocal Music may be had on application to the Department.

**(q) Vocational Guidance Certificate.**

A candidate for admission shall have a First Class Professional Certificate, or a High School Assistant's Certificate, or a Vocational Teacher's Certificate or a Manual Training Specialist's Certificate, and five years' successful teaching experience approved by the Inspectors of the Department of Education.

## 3. NUMBER OF SESSIONS

(1) The work prescribed for the course leading to each of the following certificates may be covered **in one Summer Session:** Elementary Vocal Music, Elementary Physical Culture, Farm Mechanics, as teacher of Auxiliary Classes, Elementary Art. The course for the last named certificate represents the work of a college year. Prospective candidats are, accordingly, especially advised to make preparation in advance of the course.

(2) The work prescribed for each of the following certificates is covered **in two Summer Sessions:** Elementary Agriculture, Intermediate Agriculture, Elementary Household Science, Elementary Manual Training, certificate as teacher of Kindergarten-Primary classes. Three Summer Sessions are required to complete the work for a Specialist's Certificate in Manual Training.

(3) Teachers who hold Elementary certificates in Art, Physical Culture, Vocal Music or Agriculture and who are qualified in other respects may qualify **in an additional Summer Course** for the next higher grade of certificate as follows:

Supervisor or Specialist in Art.
Supervisor or Specialist in Physical Culture.
Supervisor of Vocal Music or Specialist's certificate in Vocal Music.
Intermediate Agriculture.

(4) For the certificate as Specialist in Agriculture, a teacher who holds the Intermediate certificate including a certificate in Farm Mechanics is required to attend another Summer Session.

(5) The length of time required for a certificate as teacher of the Commercial Subjects depends largely upon the amount and character of the work covered by the teacher before taking the Summer Course.

## 4. GENERAL INFORMATION

The following items of general information should be carefully noted:

**(a) Application.**

(1) Applicants are requested to forward their applications without delay, in order that all necessary arrangements may be made not later than June 15th.

(2) The form of application should be filled in and addressed to the Deputy Minister, Department of Education, Toronto.

(3) If, as a result of the small number of applicants, the Department should decide not to provide a course, applicants for admission thereto will be duly notified.

(4) On application to the Deputy Minister a teacher who may have been appointed an Associate Examiner for 1936 and who desires to attend one of the Summer Courses, will, if practicable, be excused from the examination work, and will be reappointed an Associate Examiner for the next examination.

**(b) Registration.**

(1) All applicants shall present themselves for registration not later than the first day of the session at the places at which the courses are to be given. See Section 1, pages 6 and 7.

(2) The classes will be organized and the work will begin not later than the morning of the second day.

**(c) Fees.**

A fee of ten dollars will be charged for admission to any Summer Course being offered this year. This fee will be payable at the opening of the course to the Principal in charge. The allowance of one dollar per day, formerly given to teachers in attendance who served overseas during the Great War, is discontinued.

**(d) Preparation for Summer Courses.**

In the Summer Courses, which are necessarily brief, the subjects cannot be treated completely and in detail. Candidates are, accordingly, expected to make as much preparation as possible throughout the school year.

**(e) Equipment.**

(1) Students in the courses in Agriculture are required to furnish their own working material for plant collections, etc. Such material may be bought at the College. They should also bring field or opera glasses, pocket knives, pocket magnifying glasses, and any books which they possess and have found useful for the work in Agriculture. As a considerable amount of the work is taken out of doors, women students should provide themselves with stout boots, walking skirts, garden hats, gloves, etc.

A swimming pool is provided at Guelph. All students should provide themselves with bathing caps. Women students should bring bathing suits. Tennis courts are also provided at both Guelph and Kemptville. Those who desire to play should bring their racquets and balls.

(2) Students in Household Science are required to provide themselves with the regulation uniform for work in the food laboratories.

A deposit of $1.00, payable to the principal, is required for each student. This amount, minus the cost of equipment destroyed, will be returned at the end of the course.

(3) All women students in the Physical Training Course are required to wear the prescribed costumes in practice classes. The approximate cost of each costume is $10, and printed instructions concerning it will be given out upon registration.

## 5. BOARD AND LODGING

(1) (a) Applicants admitted to the Course in Agriculture at the Kemptville Agricultural School, Kemptville, and the Ontario Agricultural College, Guelph, may obtain board and lodging in residence at the rate of $1.00 per diem.

At Kemptville, owing to possible lack of accommodations for all, women students will be given preference in assigning of rooms in residence.

(b) Application for rooms should be made on or before June 22nd, to the Principal of the School at Kemptville, or to the President of the College at Guelph, as the case may be. Each application shall be accompanied by $5.00, which will be allowed on the bill for board and lodging, or will be returned in case of illness or other unavoidable cause of absence.

(c) Rooms will be reserved in the order in which applications therefor are received. Each student rooming in residence at the Ontario Agricultural College must bring the following equipment:—two pairs of single sheets, one pillow, two pillow cases, one bed spread, towels, toilet soap and a laundry bag. All linen should be plainly marked and the student's name should be in distinct letters on the laundry bag.

Students in residence at Kemptville are not required to provide this equipment.

(2) The University authorities in Toronto are prepared to offer accommodation to teachers as follows:

For **male** teachers—University Residences—A. T. Laidlaw, University of Toronto; Burwash Hall, W. J. Little, Bursar and Senior Tutor, Victoria College; Trinity House, The Registrar, Trinity College.

For **women** teachers—Whitney Hall, Miss M. B. Ferguson, 79 St. George Street, Toronto; Annesley Hall, Miss J. Macpherson, Victoria College; St. Hilda's College, The Registrar, Trinity College.

(3) A list of suitable and convenient boarding houses for teachers taking the Household Science or Manual Training course at Hamilton, or the Kindergarten-Primary Course at London, Ottawa, or Toronto, may be obtained on application to the Principals of the Normal Schools at these centres.

## EXAMINATIONS

### (a) Centres.

(1) Examinations in the subjects of the Middle and Upper School Normal Entrance courses will be held in August at Ottawa, Kingston, Peterborough, Toronto, Hamilton, London, Stratford, Windsor, Parry Sound, North Bay, Sturgeon Falls, Haileybury, Cochrane, Kenora, Port Arthur and Sault Ste. Marie. Question papers will be provided in Middle School English (Literature and Composition), Canadian History, Ancient History, Algebra, Geometry, Physics, Chemistry, Special French (Literature and Composition), and in Upper School English (Literature and Composition), Modern History, Algebra, Geometry, Trigonometry, Physics, Chemistry, Botany, Zoology, Latin (Authors and Composition), French (Authors and Composition), Special French (Literature and Composition), German

(Authors and Composition). Full information, including forms of application and copies of the time-table may be obtained from the Deputy Minister on or about July 15th.

(2)) Examinations for certificates on the subjects of the other summer courses will be held at the close of each course at the centres of instruction. The time-tables may be obtained from the Principals concerned about a week before the examination commences.

(3) In the Commercial course supplemental examinations will be provided during the first week of the course for those candidates who have Credit for previous attendance in certain subjects, but who have not obtained standing in those subjects.

**(b) Admission.**

To qualify for admission to the examinations provided for herein, each candidate shall have been duly admitted to a Summer Course under one of the provisions of regulation 2 and shall have completed the course concerned satisfactorily to the Principal, except that to qualify for admission to said examinations, attendance at the Summer Courses is not obligatory in cases of the following:

i. Candidates who have taken a course elsewhere which the Minister of Education has approved as the equivalent of the course prescribed for the certificate concerned.

ii. Candidates for admission to the Middle and Upper School courses who hold an Ontario teacher's certificate.

**(c) Application.**

(1) Application for admission to the Middle and Upper School examinations shall be made to the Deputy Minister not later than July 25th.

(2) Application for admission to the other examinations shall be made to the Principals.

(3) In the case of candidates for admission to the Middle and Upper School examination, the official form of application, when English Literature is one of the subjects of the examination, shall include a certificate signed by the applicant that he has read carefully during the preceding year, in addition to the works prescribed for the examination, at least four suitable works in English Literature, at least one of which shall be poetry, and the names of the books and the authors shall be given in such certificate.

**(d) Fees.**

(1) No fees are charged for the examinations conducted by the staffs.

(2) For the examinations conducted by the Department of Education, the fee is $1.00 per paper.

**(e) Appeals.**

A candidate who fails at the Summer School examination for a certificate may have his case reconsidered if, within two weeks after the announcement of the results, his appeal, with a statement of the grounds on which

it is based, is lodged with the Deputy Minister, accompanied by a fee of $2.00 except in case of Middle and Upper School examinations, when it is $2.00 per paper. The fee in any case will be refunded if the appeal is sustained.

**(f) Certificates.**

(1) The professional certificates granted by the Department of Education on the examinations provided for in Regulation 6 (a) (2) will be Interim, and will be valid for two years from the date of issue and renewable under conditions satisfactory to the Minister.

(2) On application to the Deputy Minister, Interim certificates will be made permanent on the report of the Inspector or Inspectors concerned that the holders thereof have taught successuflly theron for at least two years in one or more of the schools of the Provincial system. In the case of the holders of Interim First or Second Class certificates obtained under the present Normal School regulations, the certificates issued under this section shall not be made permanent until the Interim First or Second Class certificates have been made permanent.

PART II

# COURSES

for

Teachers in Vocational Schools

and for

Manual Training and Household Science Certificates

Ontario Training College for
Technical Teachers
**HAMILTON**

# I. SUMMER COURSES FOR TEACHERS IN INDUSTRIAL, TECHNICAL AND ART SCHOOLS

### Session

The courses will commence on July 6th and end on August 7th, 1936.

### 1.—Supplementary Course in General Education Required for Permanent Ordinary Vocational Certificate

A special course in English, Mathematics and Science for teachers with Interim Certificates.

### Length of Course

The course may be taken in one summer session if the candidate has the necessary groundwork. Candidates who have not High School training should do some preliminary work. Candidates who have passed the Middle School examination in one or more of the subjects will be granted credit for the subjects passed.

### Requirements for Admission

An Interim Ordinary Vocational Certificate.

Application for admission shall be made on an official form to be obtained from the Ontario Training College for Technical Teachers.

### 2.—COURSE FOR VOCATIONAL SCHOOL PRINCIPAL'S CERTIFICATE

This course is intended to provide such knowledge and appreciation of wage-earning occupations, and the problems and organization of vocational schools, as may be required for a Vocational School Principal's Certificate under Reg. 49 (3) (a) of the Regulations for Vocational Schools.

Parts I and II will be offered in alternate summer sessions. Part I shall be taken before Part II.

Part II will be offered in 1936.

Part III will be done extra-murally. Details will be supplied to each candidate as required.

### Part I.

School Organization and Administration.
Tests and Measurements.
Educational and Labour Legislation.

### Part II.

Regulations for Vocational Schools.
Principles and Problems of Vocational Education.
Vocational and Educational Guidance.
Occupational Information, Surveys, Job Analysis, Plant Studies.
History of Industry.

### Part III.

(a) A critical study of prescribed published matter concerning vocational education.

(b) A survey of local industries of the candidate's community.

(c) A study of special type schools.

#### Requirements for Admission

A High School Principal's Certificate.

#### Application for Admission

Application for admission shall be made on a form to be obtained from the Ontario Traning College for Technical Teachers.

### 3.—Courses for Specialists' Certificates

The course for an Interim Specialist Certificate in a vocational subject provides for summer courses in English, Shop Mathematics, Science, Economics, Industrial History and advanced courses in General Principles and Special Methods in Vocational Education.

For deails of courses, see Announcement of the Ontario Training College for Technical Teachers.

#### Requirements for Admission

A Permanent Ordinary Certificate in a vocational subject.

Applications for admission shall be made on official forms to be obtained from the Ontario Training College for Technical Teachers.

### 4.—Mechanical Drawing

The course in mechanical drawing is specially designed to meet the needs of shop instructors. It will include freehand dimensional sketching, instrumental drawing and blueprint reading. Some practice will be given in sketching on the blackboard.

Time—Three hours a day.

### 5.—Machine Shop Practice

A special course in machine shop practice in which teachers of mechanical drawing, motor mechanics, and other similar subjects may become acquainted with the more common operations and process of machine shop work.

Instruction in elementary processes used in the machine shop—bench work, simple layouts, chipping, filing and scraping; drill press, drilling and countersinking; lathe, parallel and taper turning, parting, knurling and thread cutting; shaper, flat and side planing; milling machine, plain milling, keyway cutting, gear cutting including plain and differential indexing.

The course is not intended for machinists or tool-makers.

Time—Three to five hours a day.

#### Requirements for Admission

The following may be admitted to courses 4 or 5

(1) Teachers holding Interim or Permanent Vocational Certificates.

(2) Teachers holding Manual Training Certificates.

### Applications for Admission

Applications for admission shall be made on official forms to be obtained from the Training College.

### 6.—Special Course B for Domestic Arts Certificate (Dressmaking)

A special course in practical work in sewing and dressmaking and in the special methods of teaching these subjects for teachers of Household Science or other certified teachers who have already had some training in sewing and dressmaking.

### Length of Course

The course consists of two parts which may be taken in two summer terms of five weeks each. Most of the time is given to practical work. Part of the time is given to lecture work in design and to instruction in special methods of teaching domestic arts.

### Requirements for Admission

The following may be admitted to this course:

(1) Teachers holding a Household Science Specalst's Certificate.

(2) Teachers holding an Intermediate (formerly Ordinary) Household Science Certificate.

(3) Certified teachers who have had previous training or experience in sewing and dressmaking, approved by the Minister.

### Applications for Admission

Applications for admission shall be made on an official form to be obtained from the Ontario Training College for Technical Teachers, and shall be accompanied by statements on the following official form—Record of Attainments, showing educational attainments, trade training and experience, and other special training.

### Requirements for Certificates

Interim Certificates are granted to candidates who

(a) have completed their special course; and

(b) have obtained experience in the trade approved by the Minister.

At least six months' experience in approved shops in work of sufficient variety to gain experience in the principal parts of the trade is required. Documentary evidence of the time served and of the nature of the work shall be furnished.

## II.—COURSE FOR VOCATIONAL GUIDANCE CERTIFICATE

1. Requirements for admission—a candidate shall have a First Class Professional certificate, or a High School Assistant's certificate, or a Vocational Teacher's certificate, or Manual Training Specialist's certificate, and five years' successful teaching experience approved by the Inspectors of the Department of Education.

2. Course—The course shall consist of three parts: Parts I and II may be completed in one summer session each; Part III is extra-mural. Part I shall be taken before Part II. Part II will be given in 1936.

### Part I

School Organization and Administration,
Economics,
Tests and Measurements,
Educational and Labour Legislation,
Sociology.

### Part II

Principles and Problems of Vocational Education,
Vocational and Educational Guidance,
Technique of obtaining Occupational Information,
History of Industry.

### Part III

Prescribed Reading,
Administration of Tests,
Field Work—Surveys, Job Analysis, Plant Studies.

3. Certificate—Successful candidates will be awarded an Interim certificate in Vocational Guidance, valid in any Public or Secondary School in Ontario.

### Applications for Admission

Applications for admission shall be made on official forms to be obtained from the Deputy Minister.

## III.—COURSES FOR MANUAL TRAINING CERTIFICATES

### 1.—Elementary Certificate

1. Length of course—two summer sessions of five weeks each.

2. Requirements for admission—To the course may be admitted teachers who hold at least a Second Class certificate.

### 2.—Specialist Certificate

1. Length of the course—three summer courses of five weeks each, totalling 600 clock hours of work. The course is divided into Parts I, II and III. The several parts must be taken in order. Part III only will be given in 1936.

2. Nature of work—a special course of advanced work in wood-finishing, applied design, wood-turning, cabinet-making, art metal work, and home mechanics.

3. Requirements for admission—teachers holding Interim or Permanent Intermediate (formerly Ordinary) Manual Training certificates.

### Application for Admission

Applications for admission should be made on official forms to be obtained from the Deputy Minister.

## IV.—COURSES FOR THE ELEMENTARY CERTIFICATE IN HOUSEHOLD SCIENCE

1. Length of Course—two summer sessions of five weeks each.

2. Requirements for admission—To the course may be admitted teachers who hold at least a Second Class certificate.

### Application for Admission

Applications for admission should be made on official forms to be obtained from the Deputy Minister.

## ENROLMENT BY SUBJECTS, 1935

| | |
|---|---|
| Agriculture | 566 |
| Art | 223 |
| Auxiliary Classes | 109 |
| Commercial | 175 |
| English-French | 329 |
| Health Teaching | 84 |
| High School Assistants | 87 |
| Household Science | 55 |
| Kindergarten-Primary | 208 |
| Manual Training | 62 |
| Oral French | 48 |
| Physical Culture | 271 |
| Refresher Courses in Science | 17 |
| Upper School | 610 |
| Vocal Music | 409 |
| Vocational Subjects | 81 |
| Total | ——3334 |